



Minnesota Board of Cosmetologist Examiners  
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## Designated Salon Manager Change Form

Legal Name of Salon	DBA name if different:
Salon License Number	Salon Phone Number
Salon Address	Owner/Corporation Name
Signature of Owner	Date

Name of New Designated Salon Manager	License Number
Date beginning as Designated Salon Manager :	License Expiration Date

I certify that I am the designated licensed salon manager and am responsible under MN Rule 2105.0390 for ensuring the compliance of the salon with MN Statutes 155A and MN Rule 2105. These responsibilities include, but are not limited to:

- A. Ensuring that the salon license is current and posted.
- B. Ensuring that all employees and independent contractors post current licenses (including myself) and ensuring that no one is allowed to provide any cosmetology services without a current license, including any owner(s) of this salon.
- C. Ensuring that all sanitation and safety requirements are met, and all equipment is in proper working condition per MN Rule 2105.0350 through 2105.0390.
- D. Notifying the Board immediately in writing if I am no longer the designated licensed salon manager and am no longer responsible for this salon's compliance with MN laws and rules.

In addition:

- E. I understand that I may personally be assessed a civil penalty of up to \$2,000 per salon violation of MN Statutes 155A and MN Rules 2105.
- F. I understand that I may be the designated salon manager for ONLY one salon at a time.

Signature of Designated Salon Manager: \_\_\_\_\_ Date \_\_\_\_\_

Office use only: Processor: \_\_\_\_\_ date \_\_\_\_\_